From: Mason, Steve To: Wagner, Kenneth

Subject: This may be helpful to you too, when you are really bored....

Date: Monday, August 28, 2017 5:30:00 PM Stafford Act course - FINAL June 2017.pdf image001.png Attachments:

I teach this class at OSC Readiness Training...

With Regards, Steve





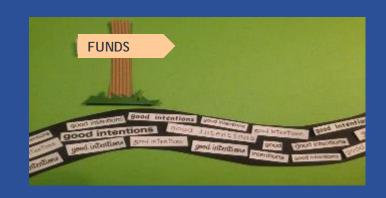






### Stafford Act & Mission Assignment Orientation

Or "The Road to Mission Assignments is Paved with Good Intentions"





#### Session Objectives

- At end of session, participants should be able to:
  - Define the authorities, guidance, and criteria for Mission Assignments (MAs)
  - Describe the process of requesting Federal assistance using the Resource Request Process
  - Describe the MA process and MA categories
  - Describe key EPA roles under Emergency Support Functions #10, #3, and #12



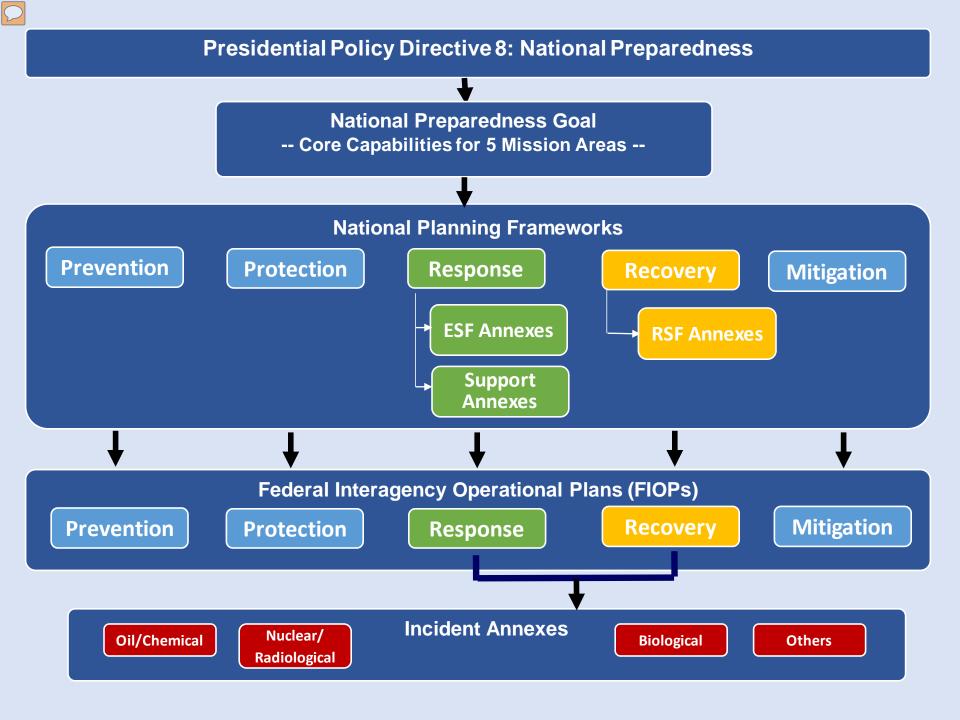


# So Let's Start with the Authorities which lead us down the Mission Assignment road

## The Big Picture: Presidential Policy Directive (PPD) 8 - National Preparedness

- Issued in March 2011
- Established 5 mission areas
- Required development of National Preparedness Goal
  - Goal to define needed "core capabilities"
- Development of 5 <u>national</u> planning frameworks
- Development of 5 supporting <u>Federal</u> Interagency Operational Plans (FIOPs)

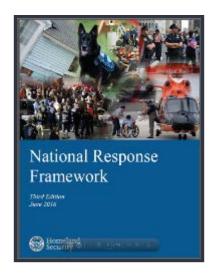
The Goal is: "A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk."





#### Response

 Shorterterm actions needed to address immediate threats

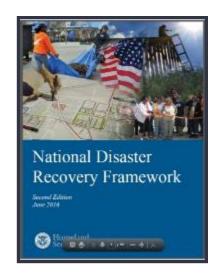


 EPA has Coordinating, Primary, and Support Agency roles under <u>several</u> Emergency Support Functions (ESFs) and Support Annexes

Response informs Recovery

#### Recovery

 Longer-term actions to restore impacted community



- But recovery needs assessment starts early, in parallel with response
- EPA has Primary or Support Agency roles under <u>all</u> six Recovery Support Functions (RSFs)



#### EPA's Role in Recovery

- Many EPA programs may be involved in recovery
- Potential funding sources:
  - 1. EPA appropriations
  - 2. FEMA Mission Assignments
  - 3. Supplemental appropriations
- Each Region has designated Recovery POCs



#### Examples of EPA recovery roles:

- -Clean Water State Revolving Fund
- -Drinking Water State Revolving Fund
- -Sustainable Communities/Smart Growth
- -NEPA
- -Community Outreach to Stakeholder Groups (e.g., Tribes, agricultural sector, EJ communities)

#### RSFs:

- -Community Planning and Capacity Building
- -Economic Recovery Support
- -Health and Social Services
- -Housing
- -Infrastructure Systems
- -Natural and Cultural Resources



#### National Response Framework (NRF)

- High level, "whole community" all-hazard response:
  - Government F/S/T/L
  - Private sector/NGO
  - Community
- For federal response:
  - Stafford Act
  - NCP
  - Other authorities (e.g., HHS & USDA authorities)

#### Response FIOP

- Detailed federal ops plan for a generic, catastrophic
   Stafford Act response led
   by FEMA (primarily)
- ESFs and Support Annexes can be activated to support FIOP as needed
- Also recognizes federal responses may be led by other agencies under other federal authorities (such as NCP) – but no detailed ops plans for other types of responses

#### Incident Annexes

- Address unique details of federal response and recovery for specific types of incidents (e.g., special teams or procedures) – Stafford and non-Stafford
- Allow more discussion of how <u>non-Stafford Act</u> federal response and recovery ops are conducted

#### Oil/Hazmat Response

#### **NCP**

- Detailed federal ops plan for NCP responses
- Serves as operational supplement to NRF

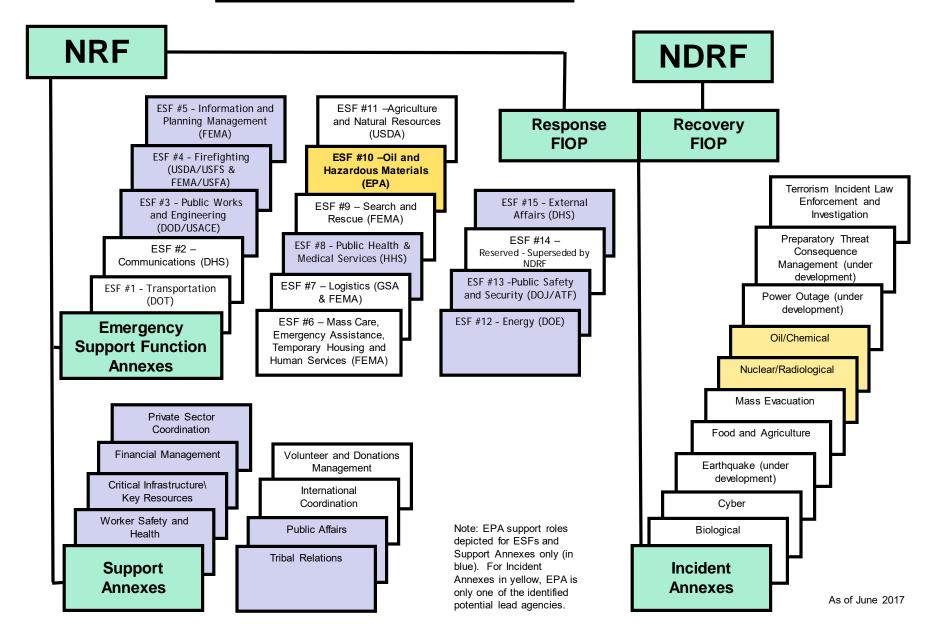


#### ESF #10 – Oil & Hazmat Response

- Can be activated for:
  - Stafford Act responses
  - ESF support to other agencies leading responses
- ESF #10 addresses environmental cleanup; other ESFs can address other aspects of oil/hazmat incident if needed (e.g., medical, mass care)



#### NRF/NDRF Annexes





#### Emergency Support Functions (ESFs)

#### What is an ESF?



- An organization of multiple agencies that coordinate to provide a specific type of emergency response support
- Originally created as a way to organize federal support for Stafford Act responses led by FEMA
- Under NRF, can also be activated to assist lead federal agency for non-Stafford Act responses, but different funding source would be needed

#### How are ESFs used during Stafford Act responses?

- FEMA tasks an ESF lead agency (usually) to provide support under its ESF through issuing "Mission Assignments" and usually provides reimbursement
- · ESF lead agency can tap any of its support agencies for assistance



#### Intro to ESF #10 - Oil & Hazmat Response

#### ESF #10 - Oil and Hazardous Materials Response Annex

Coordinator: EPA

Primary Agencies: EPA & USCG

Support Agencies:
NRT agencies &
DHS CBP & DHS IP

ESF #10 brings together capabilities of NCP National Response System to provide assessment and cleanup of oil and hazmat releases to environment

During Stafford Act response, can be tasked to conduct activities under Stafford Act that are outside of NCP authorities - but still within general realm of oil/hazmat response

During Stafford Act response, OSCs still maintain right to exercise independent NCP authorities if needed - but unlikely to receive Stafford funding



### Typical ESF #10 Response Actions Natural Disasters

- Assess extent of spills/contamination
- Respond to oil/hazmat spills and threats of spills
- Remove oil/hazmat from impacted vessels
- Collect/dispose "orphaned" containers (e.g., drums, tanks, cylinders) from impact area and debris piles
- Collect/manage household hazardous waste
- Collect/manage freon from white goods
- Debris support to states review debris management plans; air monitoring of debris operations; landfill monitors; etc.









## The Robert T. Stafford Disaster Relief and Emergency Assistance Act - the Law

Authorizes President to declare major disaster or emergency based on request of Governor of State or Territory, or Tribal Chief Executive



-President declares-

-FEMA implements-



#### Stafford Act Authorities

The President "may ... direct any Federal agency, with or without reimbursement, to utilize its authorities and the resources granted to it under Federal law...in support of State and local assistance response or recovery efforts ..." for major disasters and emergencies



The President may also provide other types of federal assistance specifically defined in the law

Scope and amount of assistance available differs between "major disasters" and "emergencies"



#### Disaster Assistance Programs





Public	Individual	Hazard
Assistance	Assistance	Mitigation
Provides temporary or permanent repairs or restoration to roads, bridges, and other public infrastructure	Repair homes, replace possessions, and provide services	Fund projects to minimize future damage



#### FEMA - State/Tribal Agreement

- Disaster assistance programs to be delivered
- Incident type and period
- Cost-share agreements
- State's signatory authorities
- State/tribal assurances

U.S. Department of Homeland Security FEMA Region I 99 High Street Boston, MA 02110



#### FEMA-STATE AGREEMENT FEMA-4026-DR-NH

On September 3, 2011, the President declared that a major disaster exists in the State of New Hampshire. This declaration was based on damage resulting from Tropical Storm Irene beginning on August 26, 2011, and continuing. This is the FEMA-State Agreement for this major disaster, designated FEMA-4026-DR, under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Pub. L. No. 93-288 (1974) (codified as amended at 42 U.S.C. §§ 5121-5207) (Stafford Act), in accordance with 44 C.F.R. § 206.44.

- No Federal assistance under the Stafford Act shall be approved unless the damage or hardship to be alleviated resulted from the major disaster that took place beginning on August 26, 2011, and continuing; except that reasonable expenses that were incurred in anticipation of and immediately preceding such event may be eligible.
- Federal assistance under the Stafford Act and this Agreement shall be limited to the following areas of the State and such additional areas as may be subsequently designated by FEMA:

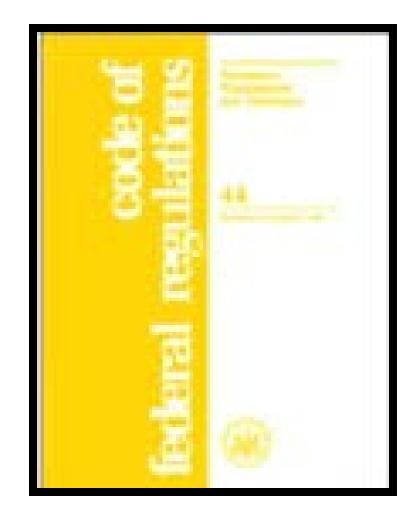
Carroll, Coos, Grafton, and Merrimack Counties for Public Assistance. Direct federal assistance is authorized.

All counties in the State of New Hampshire are eligible to apply for assistance under the Hazard Mitigation Grant Program.

- Any Federal funds provided under the Stafford Act for Public Assistance will be limited to 75 percent of total eligible costs in the designated area.
- 4. Funds are available on a 75 percent Federal cost share basis for hazard mitigation measures that could substantially reduce the risk of future damage, hardship, loss or suffering in any areas designated for hazard mitigation within the State, subject to meeting the local mitigation plan requirement at 44 C.F.R. 201.6 and 206.434(b)(1). Total Federal contributions are based on the estimated aggregate grant amount to be made under the Stafford Act for this disaster (less any associated administrative costs), and shall be: 15 percent for the first \$2,000,000,000 or less of such amounts; 10 percent of the portion of such amounts over \$2,000,000,000 and not more than \$10,000,000; and 7.5 percent of the portion of such amounts over \$10,000,000,000 and not more than \$35.333.000.000.
- Pursuant to 44 C.F.R. § 206.208, if direct Federal Assistance is requested by the State, the Governor certifies that the State will: 1) provide without cost to the United States all lands, easements, and rights-of-ways necessary to accomplish the approved work; 2) hold and save the



#### Title 44, CFR



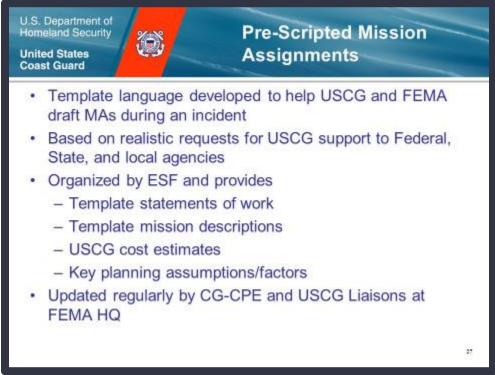
#### Provides:

- Regulations to implement Stafford Act
- · Definition of Mission Assignments (MAs)
- · Time Limits



### Post-Katrina Emergency Management Reform Act (PKEMRA)

Specifies requirements for the development of Pre-Scripted MAs as part of the planning efforts for ESF response efforts

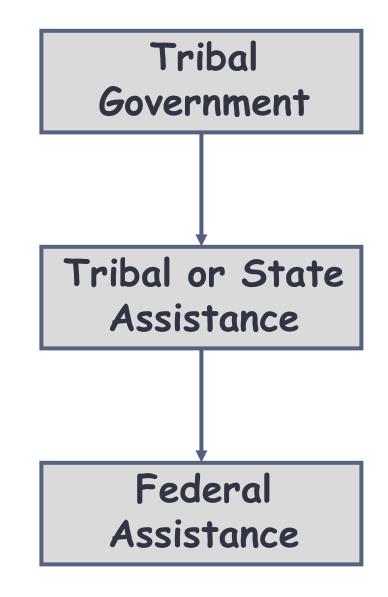




#### Sandy Recovery Improvement Act



Amended the Stafford Act to provide option for federally recognized Tribe to make direct request to President for major disaster or emergency declaration



## So they all work together to get us to Mission Assignments:

PPD - 8

National Planning Frameworks



Response Federal Interagency Operational Plans



Oil/Chemical Incident Annex



ESF-10 Annex



Stafford Act



CFR, Title 44



#### Mission Assignment Policy

Policy describes how FEMA implements MA program as authorized by Stafford Act

It describes categories of MAs and outlines fiscal and administrative requirements and business standards associated with MA program



#### FP 104-010-2

#### MISSION ASSIGNMENT POLICY

- L. TITLE: FEMA Mission Assignment (MA) Policy
- II. DATE OF ISSUANCE: November 6, 2015
- III. PURPOSE: This policy describes how FEMA implements the Mission Assignment (MA) program as authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act). It describes the categories of MAs and outlines policy related to the fiscal and administrative requirements and business standards associated with the MA program.
- IV. SCOPE AND AUDIENCE:
  - A. This policy is supplemented by the FEMA Mission Assignment Guide which outlines the operational processes and procedures associated with the MA program.
  - B. This policy applies to all Federal, State, local, tribal, and territorial government agencies impacted by the MA program.
- . AUTHORITIES:
  - A. Sections 302, 304, 402, 403, 407, 408, and 502 of the Robert T. Stafford Denoster Relief and Europeancy Assistance Act, 42 U.S.C. §§ 5143, 5147, 5170a, 5170a, 5173, and 5192 (Stafford Act.)
  - B. 44 C.F.R. Part 206 Federal Disaster Assistance §§ 206.2, 206.5, 206.7, 206.8, 206.44, 206.201, 206.208 and Subpart H – Public Assistance Eligibility.
  - C. The Homeland Security Act of 2002. Pub. L. No. 107-296, 6 U.S.C. §§ 101 at seq.
  - D. Post-Katrina Emergency Management Reform Act (PKEMRA) of 2006, Pub. L. No. 109-295.

#### VI. DEFINITIONS:

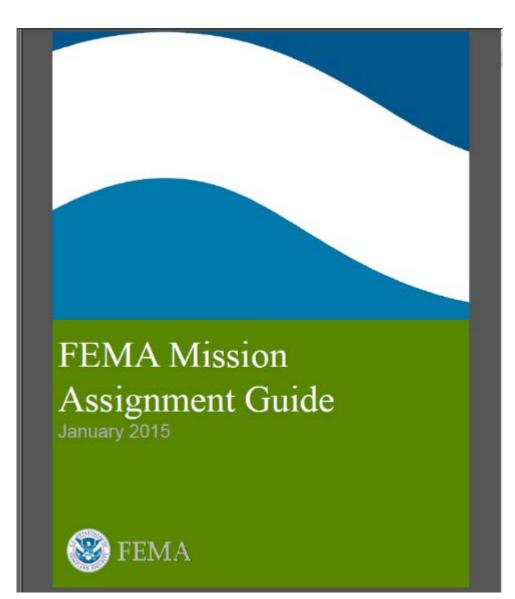
- Declaration: A Presidential declaration of a major discrete or emergency under the Stafford Act.
- Disaster Relief Fund (DRF): The congressional appropriation and source of funding for Stafford Act response and recovery programs.

Page 1



#### Mission Assignment Guidance

To transition from authorities to process:





## Managing Stafford Act Responses and MAs

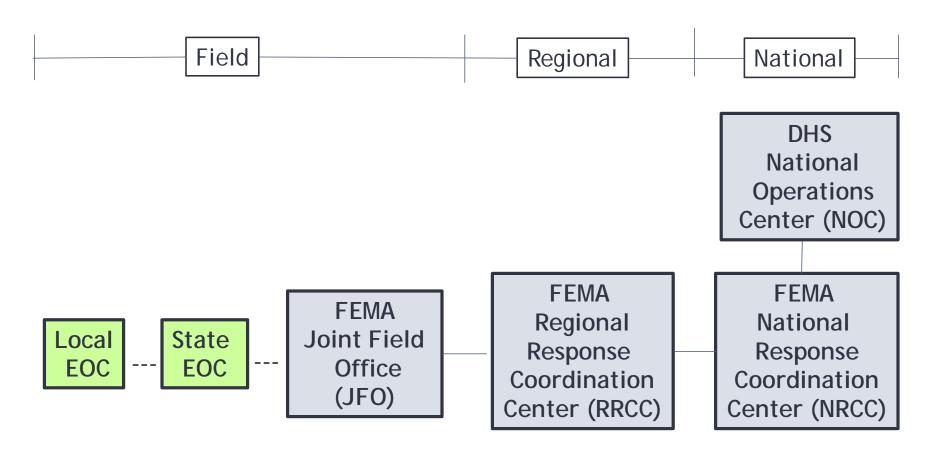


All-Hands Meeting at JFO for 2016 WV floods

FEMA Photo/Steve Zumwalt



#### Management Structure for Stafford Responses

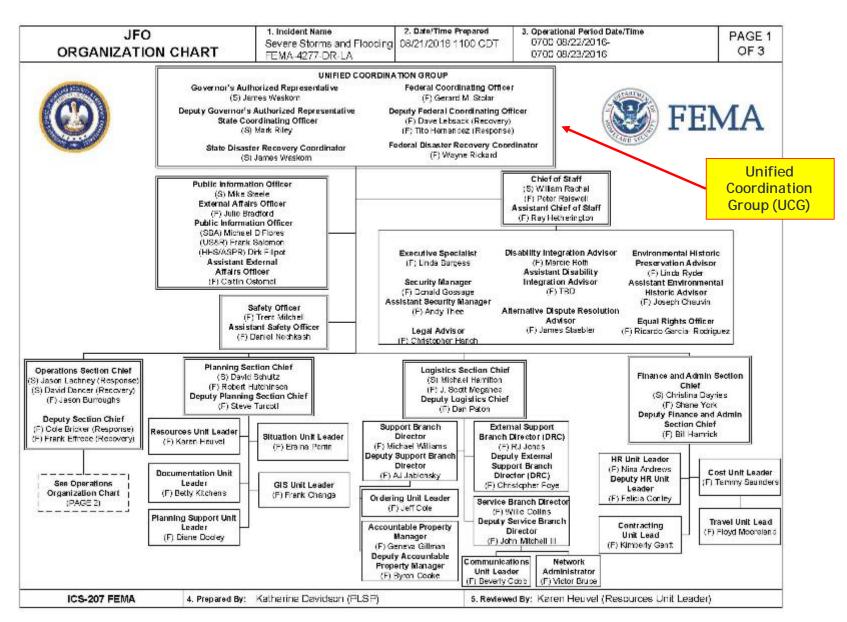


<u>JFO</u> = Temporary facility FEMA sets up in each state that receives a Stafford Act declaration; becomes the FEMA hub for coordinating federal response in that state. May be preceded by an Initial Operating Facility (IOF) until JFO established.

<u>Federal Coordinating Officer (FCO)</u> = FEMA lead in JFO who coordinates the federal response

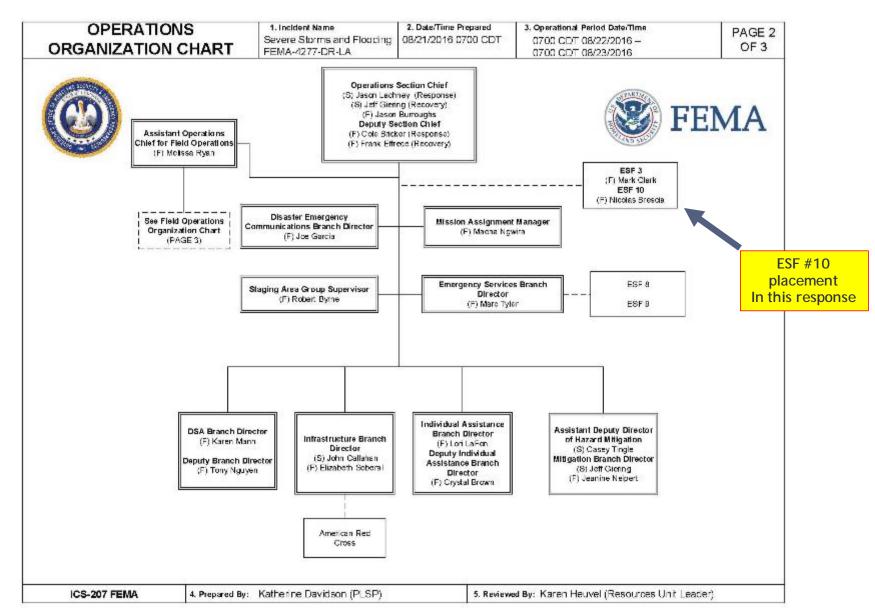


#### JFO Organizational Chart - LA Flooding -- 2016





#### JFO Organizational Chart - LA Flooding -- 2016





"...Or, in layman's terms,

Ay caramba!"

## So, Let's cover a couple of terms before we move into the process





"Any occasion or instance for which Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert threat of catastrophe in any part of U.S."



#### Characteristics of an Emergency

- Is beyond State and local abilities
- Supplementary emergency assistance
- Not to exceed \$5 million
- · Must submit request within 5 days





#### <u>Major Disaster</u>



"Any natural catastrophe... or, regardless of cause, any fire, flood, or explosion in any part of the U.S. which causes damage of sufficient severity and magnitude to warrant major disaster assistance to supplement efforts and available resources of States, local governments, and disaster relief organizations"



#### Characteristics of a Major Disaster:



#### Major Disaster:

- Is beyond State and local capabilities
- Supplements available resources of State/local governments, disaster relief organizations, and insurance
- Must be requested within 30 days of incident



#### Incident Period



- Time span during which incident occurs
- Specified at time of declaration
- May be open-ended
- May be closed/reopened
- Determined by info provided by NWS, State, and Region



#### Disaster Assistance Programs under a Declaration

Mission Assignments



Support response capability

Public Assistance



Provide temporary or permanent repairs or restoration to roads, bridges, and other public infrastructure

Individual Assistance



Repair homes, replace possessions, and other services. Hazard Mitigation



Fund projects to minimize future damage



#### So When President Makes a Declaration:

#### It can be for:

- Individual Assistance
- Public Assistance
- Hazard Mitigation

#### Public Assistance Categories:

- Category A: Debris removal
- Category B: Emergency protective measures
- Category C: Road systems and bridges
- Category D: Water control facilities
- Category E: Public buildings and contents
- Category F: Public utilities
- Category G: Parks, recreational, and other

Declaration can be for State and locals to do work for reimbursement, or it can include Direct Federal Assistance

#### Sample Declarations

There have been 3,376 EM declarations since 1974, and 4,275 DR (Major Disaster) declarations since 1952

Sample Emergency Declaration (EM-3347) declared on August 27, 2012

The parishes of Acadia, Allen, Avoyelles, Cameron, East Baton Rouge... for emergency protective measures (Category B), limited to direct federal assistance, under the Public Assistance program.

Sample Disaster Declaration (DR-4080) declared on August 29, 2012

#### Individual Assistance

Federal funding is available to affected individuals in Ascension, Assumption, Jefferson, Lafourche... parishes. Assistance can include grants for temporary housing and home repairs, and uninsured property losses, and other programs to help individuals and households recover from the effects of the disaster.

#### **Public Assistance**

The parishes of Acadia, Allen, Ascension, Assumption, Avoyelles, Cameron, East Baton Rouge... for debris removal and emergency protective measures (Categories A and B), including direct federal assistance, under the Public Assistance program at 75 percent federal funding.

All parishes within the State of Louisiana are eligible to apply for assistance under the Hazard Mitigation Grant Program.

# How the Process Works





## What is a Mission Assignment (MA)?

### Definition

Work order issued by FEMA to another Federal agency directing completion of specific task, and citing funding, other managerial controls, and guidance

Given in anticipation of, or response to Presidential declaration of emergency or major disaster



# $\Omega$

### An MA is NOT:

Interagency Agreement

- Can be used by any Agency under the Economy Act

· Memorandum of Understanding/Agreement

- Non-binding agreement on responsibilities and

procedures

- No funding involved

- · Contract
- · Grant





### Why Are MAs Issued?



### To fulfill:

- State's request for Federal assistance to meet unmet emergency needs
- Federal request to support disaster operations



### Activation of ESFs

U.S. Department of Homeland Security FEMA Region 6 800 North Loop 288



May 11, 2011

Steve Mason Environmental Protection Agency 1445 Ross Ave Suite 1200 Dallas, TX 75202-2733

Dear Mr. Mason

On May 6, 2011 the President declared an emergency to exist in the State of Louisiana due to flooding 3322-EM-LA.

Pursuant to the Public Law 93-288, as amended by PL 100-707; Executive Order 12148; and Title 44, Code of Federal Regulations (CFR) Subpart 206 (Federal Disaster Assistance), and the National Response Framework, your agency has hereby been activated to receive mission assignment taskings to provide assistance from duly authorized representatives of the Federal Emergency Management Agency (FEMA). All tasks will be supported by a mission assignment that will be furnished to your agency representative.

Mission Assignment execution will begin immediately upon issuance of the Mission Assignment. Pursuant to the above stated authorities, your agency is expected to incur all costs associated with performance of assigned missions including payment of vendors and contractors, unless otherwise specified under separate agreement with FEMA.

Reimbursement for eligible expenses incurred shall be in accordance with the provisions of 44 CFR 206.8, Subpart A, Reimbursement of Other Federal Agencies. In order to receive additional obligating authority above the limitation cited in the Mission Assignment, your agency must, prior to the time the funding limitation is expended; submit a request for additional funds to FEMA for revision of that limitation to include:

- 1) An accounting of actual costs incurred to date under the cited limitation and any amendment thereto,
- 2) An estimate of the revised total cost of the project, and
- 3) Any specific information necessary to support this request.

FEMA officials may not approve reimbursement of costs incurred while performing work pursuant to disaster assistance authorities independent of the Stafford Act. Additionally, expenses incurred in performance of an activity not directed and approved by FEMA or otherwise beyond the statement of work and funding limitation of an approved Mission Assignment will not be eligible for reimbursement.

Requests for reimbursement (SF 1080, SF 1081 and On-Line Payments and Collection (OPAC) system) must be submitted or billed to FEMA ALC 70-07-0002 with support documentation sent to the Berryville Office in accordance with Section 206.8 of the previously cited regulations and contain sufficient detailed information on which to base an approval. The request for reimbursement will be accompanied by documentation which

www.fema.go

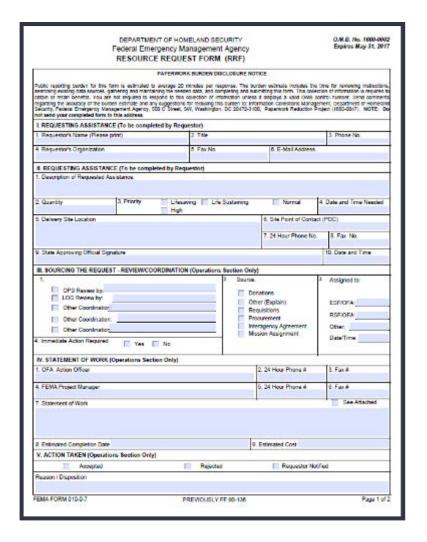
- When first activated for incident, Federal agency is issued Activation Letter
- Activation Letters are official notice agency activated under NRF
- Letter contains information on how to claim reimbursement
- Activation MA should be issued within 24 hours of letter
- Activation Letters are not funding documents



### Common Terms in MA Process

### Forms

- Resource Request Form (RRF)
- MA Form
- MA Task Order Form
- MA Subtasking Form





### Criteria for MA Issuance

- Issued during Emergency Response Phase
- Involves ONLY non-permanent work in area
- Involves utilizing a Federal Agency's unique resources
- Other existing authority
- Beyond State/local capabilities





## Identify Need

States, Territories, or Tribes may seek Federal assistance:

- After Presidential Emergency or Major Disaster Declaration
- When they cannot meet needs



Needs are also identified through deliberate planning



### 2 Categories of Mission Assignments

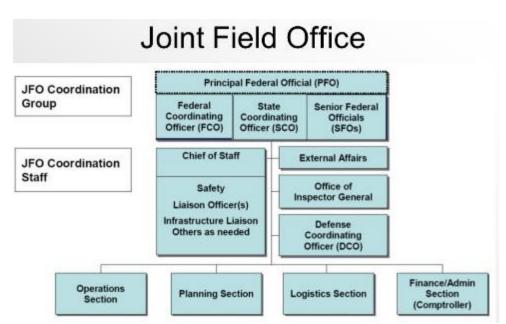
- 1. Federal Operations Support (FOS):
  - Eligible before or after a declaration
  - Support to Federal responders
  - Requested by Federal Government
  - 100% Federally funded

"FED to FED"

EXAMPLE: Activate

ESF-10 to RRCC and/or

JFO.





### 2 Categories of Mission Assignments

- 2. Direct Federal Assistance (DFA)
  - Eligible after declaration
  - For goods or services beyond State or Tribe's capability to provide
  - Subject to cost share
  - Requests signed by State or Tribe
  - Actual work done for State or Tribe

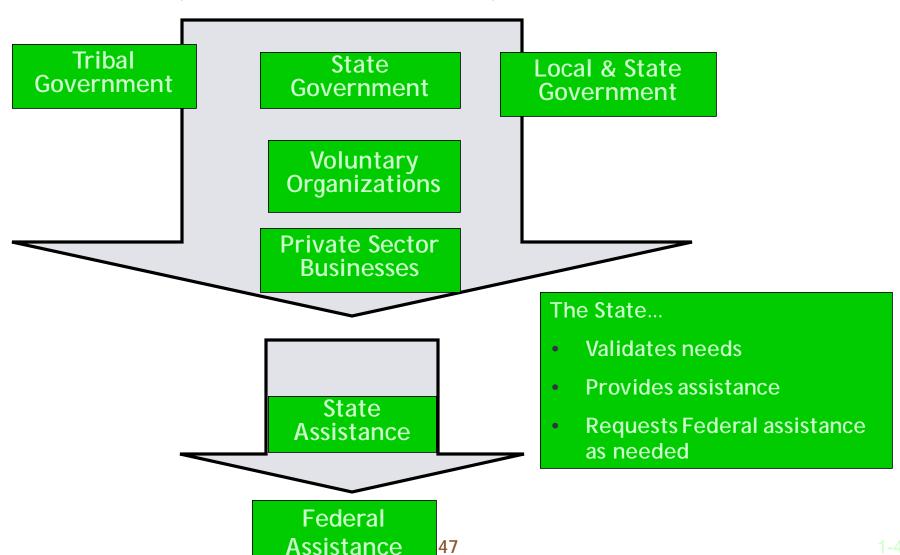


"Dirty Hands = We do Work" EXAMPLE: Sampling, air monitoring



### Who Can Request Federal Assistance?

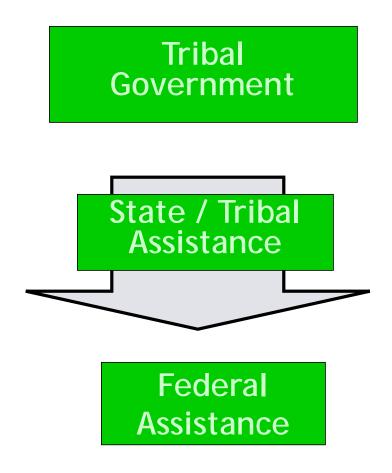
Variety sources can identify needs for assistance





### Who Can Request Federal Assistance?

Variety of sources can identify needs for assistance



48 1-4



### Request Process

Requestor
Submits RRF to
Operations
Section through
State EOC



Action Tracker/ MA Specialist

- 1. Logs RRF
- 2. Forwards to Operations
  Section Chief for review





### Resource Request Form

The Resource Request Form (RRF) 010-0-7 is used to request Federal assistance

All official requests should be made to FEMA via RRF

	DEPARTME Federal Eme RESOURC	O.M.B. No. 1660-000 Expires May 31, 201				
		PAPERWORK	BURDEN DISCLOSURE NO	TICE		
searching existing data sour obtain or retain benefits. Yo	ces, gathering and mainta ou are not required to re e burden estimate and ar y Management Agency, S	lining the needed	data, and completing and sub lection of information unless	mitting this form. This col	ne time for reviewing instructions lection of information is required to control number. Send comment gement, Department of Homeland Project (1660-0047). NOTE: De-	
I. REQUESTING ASSIS		eted by Reques	itor)			
1. Requestor's Name (Pl			2. Title		3. Phone No.	
Requestor's Organization			5. Fax No.	6. E-Mail Address		
requestor s organizat				o. E man riou es.	•	
II. REQUESTING ASSIS	TANCE (To be compl	leted by Reque	stor)			
1. Description of Reques						
2. Quantity	3. Priority	Lifesavir High	g Life Sustaining	Normal	4. Date and Time Needed	
5. Delivery Site Location		Inge		6. Site Point of Cont	tact (POC)	
				7. 24 Hour Phone N	o. 8. Fax No.	
9. State Approving Official	16:			Į	10. Date and Time	
9. State Approving Officia	ai Signature				Tu. Date and Time	
III. SOUDCING THE DE	OLIEST DEVIEWICO	ODDINATION (	Operations Continu Only	À	11 2	
	QUEST - REVIEW/CO	ORDINATION (	Operations Section Only	•	3 Assigned to:	
1.			2. Source:		3. Assigned to:	
OPS Review			Doi	nations		
LOG Review t				er (Explain)	ESF/OFA:	
Other Coordin			70	quisitions	RSF/OFA:	
Other Coordin	nation:			curement	200 Table	
Other Coordin	nation			ragency Agreement sion Assignment	Other:	
4. Immediate Action Requ	uired Yes	No			Date/Time:	
The self-base to	APPLICATION OF	-1999				
IV. STATEMENT OF WO	ORK (Operations Sect	tion Only)				
1. OFA Action Officer				2. 24 Hour Phone #	3. Fax #	
4. FEMA Project Manage	er .			5. 24 Hour Phone #	6. Fax #	
7. Statement of Work					See Attached	
. Cultural of Front						
8. Estimated Completion	Date		9.	Estimated Cost		
V. ACTION TAKEN (Op	erations Section Only	()				
Accept	ed		Rejected	Requestor N	otified	
Reason / Disposition						



## Resource Request Form — Sections I and II

I DECLIECTING AGO	ISTANCE (To be comp	lated by Degranter			
Requestor's Name (     Laurie Miller		2. Title	2. Title		
<ol> <li>Requestor's Organiz FEMA</li> </ol>	zation	5. Fax No.	6. E-Mail Address lauric.miller@fema.dl		
		e FEMA Region 10 Regional Response Coordinati	ion Center (RECC) IMATs, IOI	<ul> <li>TROCK reason coefficiency flow and the investor representations and</li> </ul>	
	a. Priority	3 in support of Post-Declaration disaster operation  Lifesaving Life Sustaining		a Oso, WA.	
2. Quantity 1 5. Delivery Site Location Region X RRCC	3. Priority	3 in support of Post-Declaration disaster operation	as in response to the landslide in	4. Date and Time Needed 03/25/2014	
2. Quantity 1 5. Delivery Site Location	3. Priority	3 in support of Post-Declaration disaster operation  Lifesaving Life Sustaining	as in response to the landslide in  Normal  6. Site Point of Cont	4. Date and Time Needed 03/25/2014 tact (POC)	



## RRF Eligibility Review

- Operations Section Chief
  - Eligible under Stafford Act?
  - Beyond State/Tribe and local capabilities?





## RRF Eligibility Review

- Operations Section Chief
  - Permanent restorative work?
  - Existing other Federal agency authority?





## RRF Eligibility Review



- Operations Section Chief
  - Appropriate requestor?
  - Clarity of request?
  - Signed by State Approving Official (SCO)

# Fact Sheet: Evaluating Requests

Criteria	Explanations
Eligible under Stafford Act	<ul> <li>44 CFR 206.225: Purpose of emergency protective measures:</li> <li>Saving lives</li> <li>Protecting improved property</li> <li>Protecting public health and safety</li> </ul>
Beyond State and Local capabilities	Perhaps State and Local areas need help in finding vendor, rather than having Federal Government providing resource directly. Sometimes this can be done through GSA's list of vendors, etc. It's often less expensive if State works to secure a resource.
Not for permanent restorative work	MAs are issued only for emergency work, not permanent restorative work or long- term studies. Public Assistance program pays for permanent restorative work.
Not under existing OFA authority	Some agencies have their own authority to provide emergency assistance.
Appropriate requestor	Requestor can be any Tribal, Local, State, or Federal representative, but request has to be approved by authorized State and/or Federal representative.
Clear description of request	<ul> <li>What is requested?</li> <li>Where is resource needed?</li> <li>When is resource needed?</li> <li>Why is resource needed?</li> <li>How long will resource be needed?</li> <li>Does description help identify best source?</li> </ul>



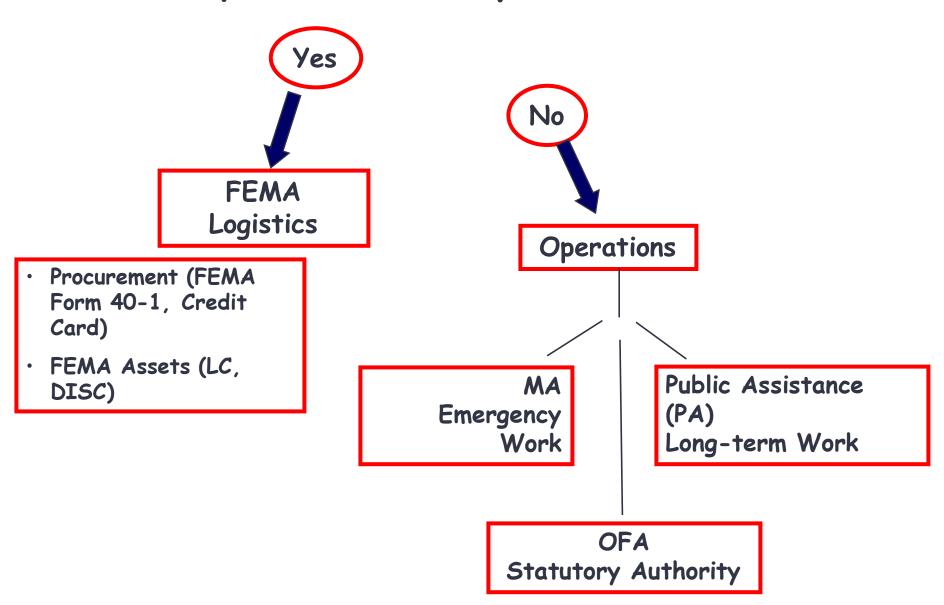
# Sections III: Sourcing the Request

# RRF Section III: Sourcing the Request

I OPS Review by: Scott Schaefer  LOG Review by:  Other Coordination:  Other Coordination:  Other Coordination:  Yes No	2. Source:  Donations  Other (Explain)  Requisitions  Procurement Interagency Agreement  X Mission Assignment	ESF/OFA: ESF3 RSF/OFA: Other: Date/Time:
--	---	--



### Can the Request Be Met By FEMA In-House?





### Sections IV: Statement of Work (SOW)

### RRF Section IV: Statement of Work (SOW)

1. OFA Action Officer Jennifer Chang	2. 24 Hour Phone # 503-808-3907	3. Fax #
4. FEMA Project Manager Laurie Miller	5. 24 Hour Phone # 425-931-6612	6. Fax #
<ol> <li>Statement of Work         Activate the USACE to perform functions of Emergency Support Function (I Region 10 RRCC, IOF, JFO, IMATs, ESF #5, and other teams or locations. This     </li> </ol>		
muset all Stafford Act and regulatory requirements, at the direction and coordi Power and administrative and management support and/or other mission sub operational. ESF #3 Support Agency representatives may be activated to serve	nation of FEMA. ESF #3 Team Leader and site-specific support sect matter experts (SMEs), some of which may be operating at	staff may be used, including Pri the Recovery Field Office (RFO



### Phase I—MA Issuance



MA reviewed by Operations Chief for content MA is signed by:

MAC, PO, & SCO or Tribal approving official (DFA) Federal Approving Official

Comptroller

Certifies, obligates funds, forwards MA to DFC MAC provides copy to Other Federal Agency (ESF)



## **SOW** Criteria

- Who will perform work?
- What type of work is to be done?
- Where is work performed?
- · How will work be done?





## Broad or Specific SOW?

Broad SOW If work is likely to be requested more than once

Specific SOW

If work is likely a onetime undertaking





### Pre-Scripted Mission Assignments (PSMAs)

- Facilitate rapid response and standardize MAs
- Provide standard SOWs and cost estimates
- Are templates, not MAs
- Should be tailored to incident
- Require approval

- EPA and USCG have several ESF #10 PSMAs
- Focus:
  - Natural disasters
  - Activate to RRCC/JFO and NRCC
  - Initial assessment and response



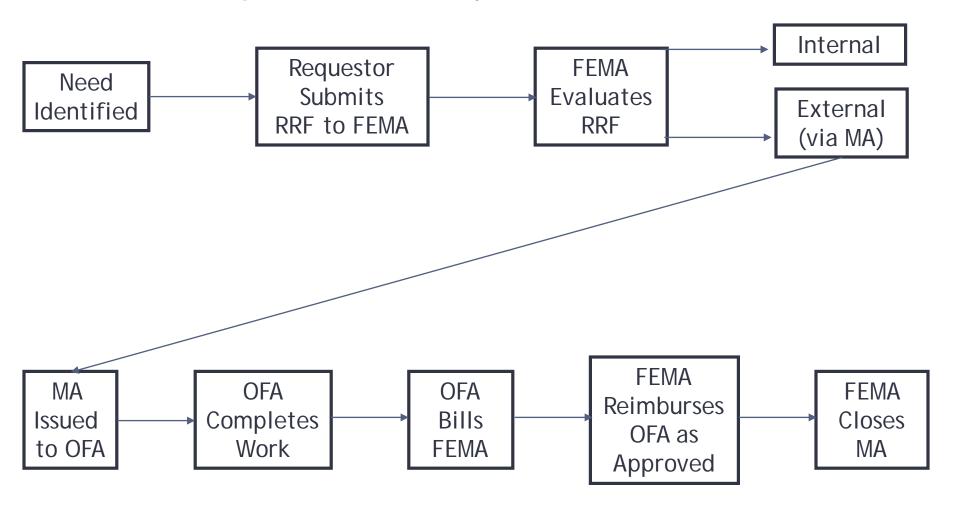
### Section V: Action Taken

### RRF Section V: Action Taken

Accepted	Rejected	Requestor Notified	
Reason / Disposition			
FEMA FORM 010-0-7	PREVIOUSLY FF 90-136		Page 1 of
R	ESOURCE REQUEST FORM	(RRF)	
	TRACKING INFORMATION (FEMA Us	e Only)	
ECAPS/NEMIS Task ID:	Resource Request #	Program Code/Event #	_ Originated
Received by (Name and Organization)	State	Date/Time Received	as verbal



# Mission Assignment Lifecycle

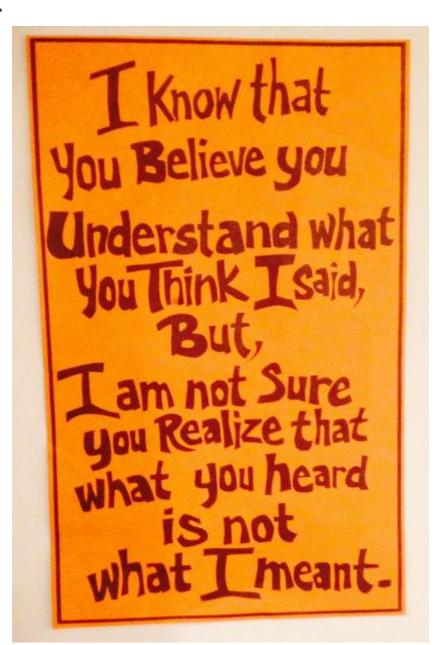


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Initiator/Reques Laurie Miller			24 Hour Phone (425) 931-66	12	lauri		grema.c	hs.gov		C	Date 03/25/2014
Site POC Name MILLER, LAU			24 Hour Phone (425) 487-47			Addres e.miller(	s grema c	hs.gov		ī	03/25/2014
* State Approvi	ng Official (Rec	uired for DFA and TA)	-								Date
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Mission Assign	rirent Manager	(Preparer)	COURTNEY KELL	ER .						0	Date 03/25/2014
	" FEMA Project Manager Branch Director (Program Approval)  LAURIE MILLER						Date 03/25/2014				
" Comptroller/	Funds Control (	Funds Review)	OEHRLI, ROBERT	w.						9	03/25/2014
	ROVAL										
'State Approvir	g Official (requ	ired for DFA and TA):									Date
"Federal Appr	oving Official (r	equired for all):	MICHAEL HALL								03/25/2014
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## Verbal Mission Assignments

- Used when immediate action is required
- Authorized per 44
   CFR 206.7





# MA Funding Sources

### Disaster Relief Fund

- Surge and Declaration Funding
  - DRF is Congressional Appropriation and source of funding for Stafford Act response

Surge Funding
Surge Account provides funding
for response operations

#### **Declaration Funding**

Response/recovery operations are funded under

- Major disaster declaration
- Emergency declaration



## Surge Account Numbering

State Code Agency ID

TX - 12100401 - EPA - 01

Incident ID

MA Sequence ID



### Transition from Surge to Declaration Funding

Missions beginning under Surge must be issued new MA under declaration if mission is to continue

Costs incurred prior to declaration are applied to Surge

Costs incurred after declaration are applied to appropriate new MA





### Declaration Account Numbering

State Code

MA Sequence ID

3201DR - TX - EPA - 01

Incident ID

Agency ID



### Mission Assignment Execution

Assigned agencies may only perform activities clearly within SOW

Management begins with execution and continues through closeout



It's not a great statement of work, But we'll revise it if things get better.



#### MA Task Orders



- Are issued to provide specifics to broad mission statements provided in MA
- · Are used when request falls within SOW of existing MA
- · Prevent issuance of multiple MAs for same SOW



# MA Task Order Form (Top Half)

<b>-y</b>	
DR/EM/SU M me Received:	
Telephone:	l'elephone:
Cost Estimate	Gost E
il	oleti



# MA Task Order Form (Bottom Half)

	ESFA			
Site Point of Contact (if different from AO):				
Address:				
Phone:	Faoci			
E-Mail:				
*** Project Officer's Name:	Phone #:			
Project Officer's Name:  Project Officer Signature:	Phone #: Date:			



#### Phase II—MA Execution

- Primary ESF agencies may subtask support agencies
- Financial Management Support Annex of NRF contains example form for subtasking support agencies
- When subtasked, support agencies seek reimbursement approval from primary agency, not FEMA





#### MA Amendments

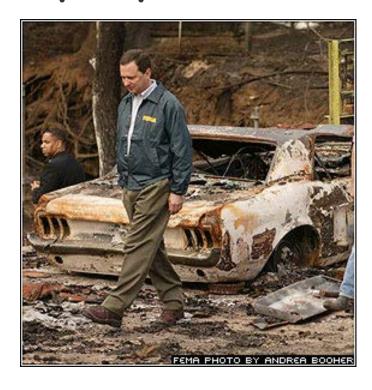
Mission Assignments are amended for changes in:

Projected End Date Funding Project Officer Cost Share

Note: Change in SOW requires NEW Mission Assignment

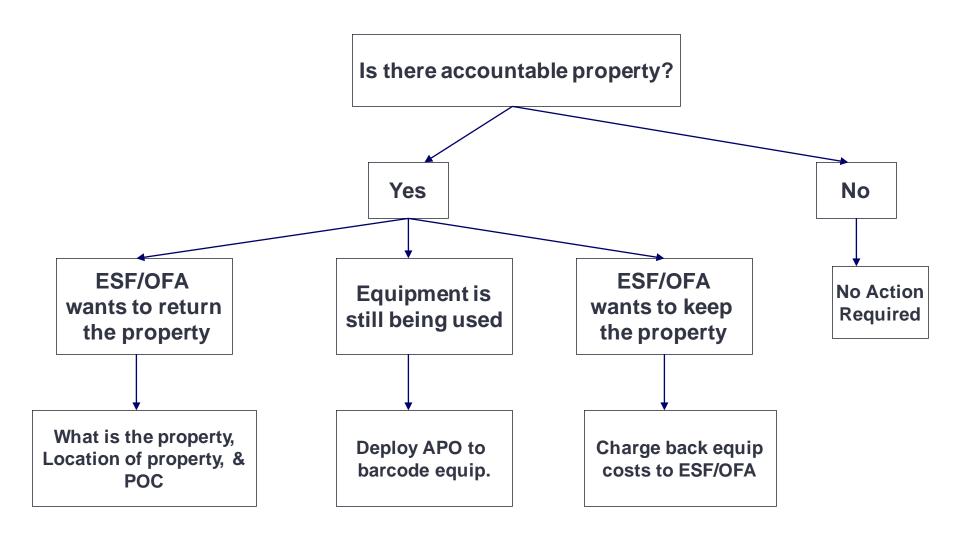


# MA Execution — Accountable Property



- All property purchases MUST be coordinated with FEMA Operations and Logistics
- ESFs must account for and maintain property purchased under MAs
- OFA request for reimbursement for property purchased under MAs requires property being returned to FEMA

#### **Accountable Property**





### Reimbursable Personnel Costs



Permanent Federal	Temporary	Federal Military
Employees	Personnel	Personnel
<ul><li>Overtime</li><li>Travel</li><li>Per Diem</li></ul>	<ul><li>Wages (only if performing work under MA)</li><li>Travel</li><li>Per Diem</li></ul>	<ul><li>Travel</li><li>Per Diem</li></ul>



#### Other Reimbursable Costs



- Contracts
- Materials, equipment, and supplies from regular stocks
  - Trust and revolving funds
  - Other justified and approved costs



#### Reimbursement Criteria

To be eligible for reimbursement, costs must be:

- Necessary and reasonable
- · Authorized
- Not funded by another source
- Incurred in accordance with policy, procedures, and regulations
- Adequately documented/supported

All eligible costs noted may be reimbursed if properly documented



# Ineligible Costs

- Appropriated salaries
- Projected costs
- Amounts exceeding funding authority
- Excessive, unreasonable costs
- Unsupported claims





#### Suiter-Makris Memo

- Signed in 1999
- Formalized in 2001 as FEMA
   Public Assistance Policy: 9523.8

Policy Guidance on ESF #10 Mission Assignments MEMORANDUM FOR FEMA Acting Suplems Directors Peters Coordinating Offices RPA Removal Managers RPA On-Scene Coordinators Lacy E. Suber Energitive Associate Disector Response and Renavery Development Testant Emergency Monopener: Apency Disease Chemical Recognity Perpendises Asing, Provening Office Environmental Prosection Asserts SUBJECT: Policy Outdance on EXF #00 Mission, Assegments In September 1961, FEMA and ERA appeal don't was FEMA's intern to onlike Staffand Act famb in retrieve FFA for sporify companies or purce activates related in based on activate. Controllers in therence, politicates internations and off parties ETAF FEE about face is as Emergency or Major Distance Declaration. In September 1999, inverte, guidance for Dursionse Fleyd was invest which further charified the 1998 document The attribut Policy Outlands, for one or of ENF 400 Masser, Assignments is intended to provide further christians for both the 1900 Policy and the TES CNC with Amer. Flame enters that all until are informed of this Policy Guidanos. If you have any quantions, please nell Check Shaar, PEMA of CHILORO 1981 or Los Amer Thomas, EMA of CHILORO 1981. FEMA and ERA reached an agreement's September 1901 which extent than it was FEMA's near to called Nutbook Act finals to missions EAA do specific near your New Actions are invalid to the parties energy response criticises related a hazardon stateful pharadous releases, poliment, contaminant, and all stade CDF 910, while these to on Deseguery or Miles Distance Declaration in Segments 1906, taken a Segment 1906 of the CDF 910, while the

 FEMA and EPA reached agreement it was FEMA's intent to use Stafford Act funds to reimburse EPA for specific emergency response activities related to oil and hazardous materials under ESF #10, when there is an Emergency or Major Disaster Declaration.



#### Activities EPA will fund:

- Use CERCLA funds to pay for emergency response activities related to pre-existing Superfund sites, sites that have ongoing CERCLA response actions or are currently listed on NPL
- Use Oil Spill Liability
   Trust Fund funds to
   pay for all response
   activities related to
   pre-existing OPA
   removal actions





Activities FEMA will fund through Stafford Act:

- Pre-deployment teams;
- Retrieving/disposing of orphan tanks and drums;
- Household hazardous waste program expenditures;
- Technical assistance to states;
- Pumping of water contaminated with hazardous materials or oil from basements when the problem is a widespread
  - threat to public health;
- Initial assessments to determine if immediate health and safety threat exists



Activities that FEMA will fund through Stafford Act (cont):

- Control and stabilization of releases of hazardous materials or oil to deal with immediate threats to public health and safety;
- Clean-up and disposal of hazardous materials that is necessary to mitigate immediate threats to public health and safety;
- Monitoring of immediate health and safety threats resulting from debris removal operations.

"Immediate" applies to threat whenever it may occur, not necessarily be right after disaster event.



Activities that FEMA may fund through Stafford Act: Clean-up or removal of hazardous materials or oil contamination in buildings or facilities eligible for FEMA assistance (public buildings)

[Example: decontamination of subway system following

terrorism incident]



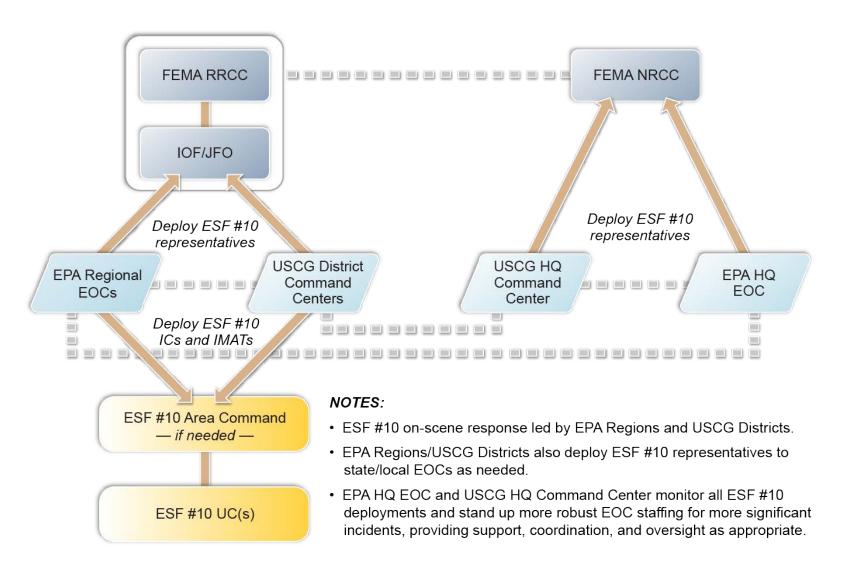


Activities that FEMA will not fund through Stafford Act:

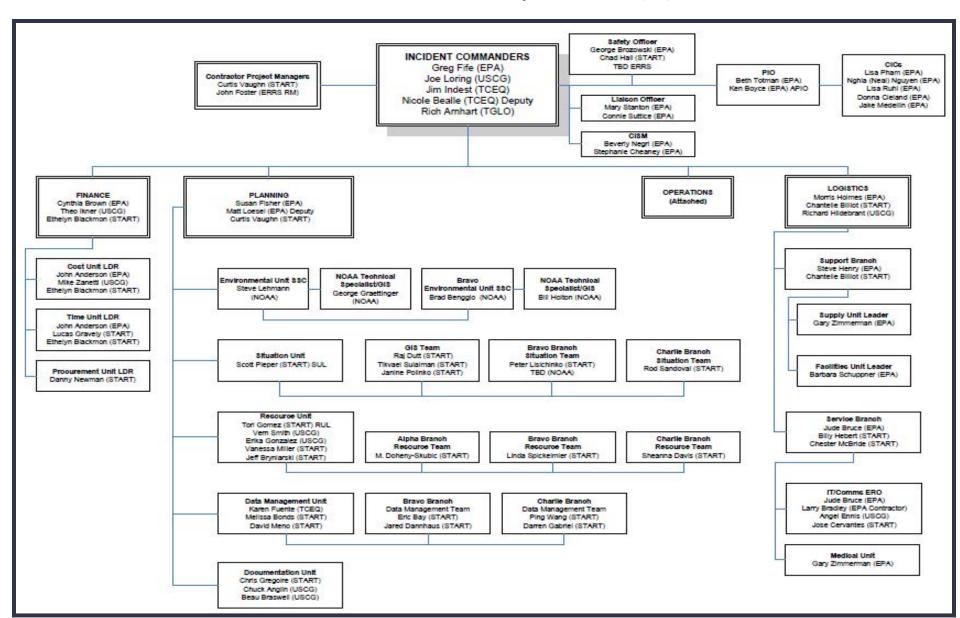
- Testing/assessments of soil, air and water for mold and contaminants to determine long term clean-up;
- Long-term site remediation or restoration;
- Permanent storage of hazardous materials;
- Cleaning/replacement of equipment that is damaged/ contaminated during long-term cleanup activities;
- State/local costs for long-term cleanup measures



# **EPA/USCG ESF #10 Support for Stafford Act Response**



#### Hurricane Ike ESF #10 Unified Command -- 2008



# STAFFORD ACT ACCESS ISSUES

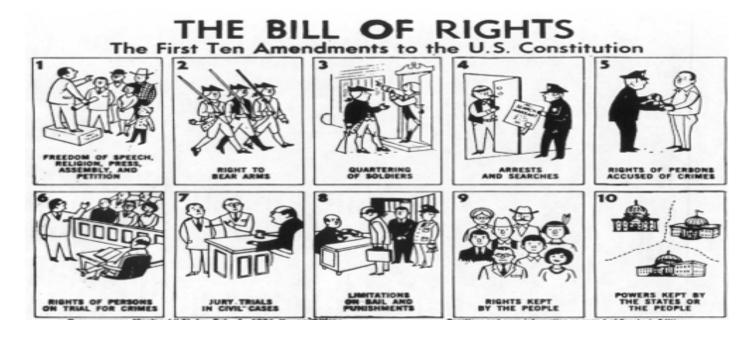
Edwin Quinones 214-665-8035 EPA Region 6 Assistant Regional Counsel

#### U.S. Constitution

 Commerce Clause -Constitutional authority to Congress



#### Constitutional Limitations



- 4<sup>th</sup> Amendment Search and Seizure (Freedom from unreasonable government intrusion)
- 10<sup>th</sup> Amendment Only those powers delegated by the Constitution - All remaining powers are reserved for the states or the people

### Stafford Act Authority - Section 403

Under Stafford Act, Federal agencies may provide assistance essential to reducing immediate threats to life and property resulting from major disaster



### Stafford Act Authority - Section 407

Stafford Act authorizes President, through use of Federal agencies, to clear debris and wreckage resulting from major disaster from publicly and privately owned lands and waters....



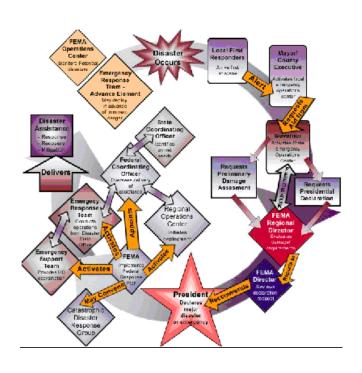
# Stafford Act Authority - Section 407

# Authorization by State or Local Government; Indemnification Agreement

States or local governments must first arrange unconditional authorization for removal of debris or wreckage from public and private property, and must also agree to indemnify Federal Government against any claim arising from such removal before any Stafford Act actions are taken.

#### Regulatory Authority - 44 CFR 206.208

When State and local govt lacks capability to perform or to contract for work and/or debris removal, State or local govt may request work be accomplished by Federal agency....



#### Regulatory Authority continued

All requests for Direct Federal Assistance shall be submitted by State or local govt to FEMA and shall include following:

- Written agreement State will:
  - (i) Provide without cost to U.S. all lands, easements and rights-of-ways necessary to accomplish approved work;
  - (ii) Hold and save U.S. free from damages due to requested work, and indemnify Federal Government against any claims arising from such work...;
  - (iv) Assist performing Federal agency in all support and local jurisdictional matters.

#### Regulatory Authority continued



 State and local jurisdictional matters include securing local building permits and <u>rights of</u> <u>entry</u>, control of traffic and pedestrians, and compliance with local building ordinances. What do Sections 403 and 407 of Stafford Act and 44 CFR 206.208 mean???

Can EPA OSC rely on some kind of Order from State, such as from Attorney General or Governor, or local condemnation order, to gain access to private property?





#### Drum Removal Example:

What if, during a Stafford Act response, an OSC, in the performance of his/her duties under the Mission Assignment, comes across a number of drums, one or more of which are leaking, on private property with an absent landowner?

Is the OSC authorized to remove and properly dispose of those drums under the Stafford Act without an express consent for access from the property owner?

If so, what if the property owner later arrives and demands restitution as a "taking" for the loss of the drums and its contents?





#### Other Stafford Act Info to Know

- FEMA National & Regional IMATs
- FEMA Level I Policy
- ESF #10 issues debris, animal carcasses, federal lands, guns & ammo, population monitoring & decon
- EPA role in ESF #3
- EPA role in ESF #12





### FEMA National & Regional IMATs

- 10 FEMA Regional IMATs
  - Lead routine Stafford Act responses



- 3 FEMA-led interagency National IMATs
  - Lead significant Stafford Act responses
  - In cooperation with Regional IMAT
  - One in Sacramento CA; two in Herndon VA
  - Deploy nationally on rotating schedule



### FEMA Level 1 Policy

- Level 1 incident
- Led by National IMAT
- Once National IMAT is
   deployed to field and is
   fully operational, FEMA HQ may transition incident
   support responsibility from RRCC to NRCC
- For no-notice Level 1 incident, NRCC may provide incident support to National IMAT from outset

#### Level 1 Incident:

- Available assets completely overwhelmed or broken at the local, regional, or national level
- Requires extreme amount of federal assistance and extraordinary coordination
- Major involvement of FEMA full activation of RRCC+NRCC - and other federal agencies



#### ESF #10 Issues - Debris

 Federal support for non-hazardous debris management normally led by ESF #3/USACE

- Sometimes, ESF #10 tasked instead
  - Smaller debris amounts
  - Where ESF #10 already activated for other ESF #10 work



 Removal program management monitoring to ensure this doesn't become routine for ESF #10



#### ESF #10 Issues - Animal Carcasses

- ESF #10 has, sometimes, collected animal carcasses with no oil/hazmat contamination
  - Available emergency contracting mechanisms
- Should not normally be ESF #10 lead, unless carcasses contaminated with oil/hazmat
- Refer to ESF #3 and/or ESF #11
- Removal program management monitoring to ensure this doesn't become routine for ESF #10





#### ESF #10 Issues - Federal Lands

Scenario: Orphan hazmat containers wash up on federal, non-DOE/DOD, lands (e.g., DOI national wildlife refuge) after natural disaster

- FEMA hasn't provided Stafford funds for such responses on federal lands
- Under NCP §300.120, EPA/USCG don't typically consider this an "emergency" release



- Federal agency finds its own cleanup mechanism; or
- If EPA/USCG agree to assist, seek reimbursement



#### ESF #10 Issues - Guns

- ESF #10 had, in past, collected guns
- No longer within ESF #10 scope
  - ESF #10 responders not trained on gun management
  - PKEMRA limitations
- Refer issue to local/state law enforcement and/or ESF #13
- Can still manage ammunition





# ESF #10 Issues - Population Monitoring & Decontamination

- People/animals may become contaminated by CBRN incidents and require monitoring & decontamination
- Federal capacity limited
- States/locals encouraged to develop capacity
- To extent feds can help, leads are ESFs #8 (people) and #11 (animals)
  - Not ESF #10, not EPA





#### Intro to ESF #3 - Public Works & Engineering

ESF #3 - Public Works and Engineering Annex

Coordinator: USACE

Primary Agencies: USACE & FEMA

Support Agencies: Include EPA

Damage assessments of public works & infrastructure & emergency repair of public infrastructure & critical facilities

Support restoration of critical navigation, flood control, & other water infrastructure systems, including drinking water (DW) & wastewater (WW) utilities

Emergency contract support for lifesaving & life-sustaining purposes, including clearance, removal & disposal of debris from public areas

Technical assistance to include engineering expertise & construction management



### Key EPA Support Roles in ESF #3

#### Water Infrastructure

# ESF #3 direct or subtask, for natural disasters:

- EPA Regional Water Teams
- Determine operating status of DW/WW facilities, in coordination with state/local agencies & USACE
- Sampling assistance
- Determine DW/WW needs
- EOC/liaison assistance

#### Debris Support

#### ESF #3 subtask or ESF #10:

- EPA RCRA office support
- Review USACE/state/local debris management plans
- Air monitoring of debris piles/landfills
- Landfill monitors
- Technical advice on debris disposal/management
- Check debris piles for oil/hazmat contamination



#### EPA Support to ESF #12 - Energy

#### ESF #12 led by DOE

 Coordinates federal response to impacts on energy sector - doesn't directly restore/repair

#### EPA support role: "Fuel Waivers"

- · Led by EPA OECA/OAR
- Clean Air Act amendment:

In event of "extreme and unusual" fuel supply emergency, EPA, with concurrence of DOE, may temporarily waive a fuel or fuel additive requirement if it will alleviate fuel supply emergency

- · No Mission Assignments under EPA authority
- Requests made by or on behalf of Governor

Help, we're outta gas!



# NCP vs. Stafford Act







# Key Differences

NCP Emergency Response Program		Stafford Act
EPA or USCG	Lead Agency	FEMA
OSC	Field Individual Leading	FCO
Lead, support, or monitor, plus enforcement over responsible parties	Type of Authority	Support
Anyone - States, tribes, locals can request at any level	Who Can Make a Request for Federal Help	Governor or Tribal Chief Executive
No - federal government makes independent evaluation of need for federal response	Federal Response Dependent on Receiving Request?	Yes - except for certain emergencies involving primary federal responsibility
No	State Cost Share	Yes - unless waived
May be less broad than Stafford	Scope of Federal Assistance 114	Broad

#### Examples of ESF-10 Activations in last 5 Years:

- December 2015-March 2016: Missouri Flood response. About 100 persons in the field, \$2-3 million mission assignments.
- Summer 2011: Joplin Tornado. About 150 persons in the field, \$2-3 million mission assignments.
- Summer 2013: Colorado Flooding. HW collection, debris removal, historic landfill assessment, aerial assessments (overflights).
- September 2015: Valley and Butte Fires.
   HHW collection
- August 2015: Typhoon Soudelor. HHW coordination, emergency response



#### Examples of ESF-10 Activations in last 5 Years:

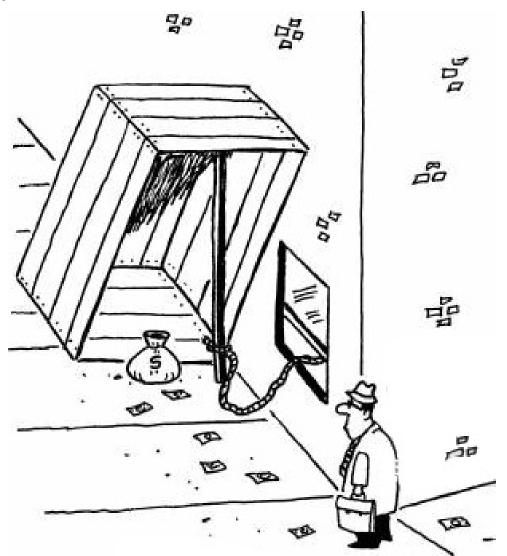
- October 2013: Hurricane Sandy. Emergency response, HHW, orphaned container, DW/WW assessments.
- August 2012: Hurricane Irene. Emergency response, HHW, orphaned container, DW/WW assessments.
- October 2011: Tropical Storm Lee.
   Orphaned container response.
- October 2016: Hurricane Matthew.
   Emergency response





# Don't Fall into the Trap:

- Don't compare one incident to a past incident in terms of what FEMA will pay for
- Don't compare an incident in our Region with an incident in another Region in terms of what FEMA will pay for





https://epa.response.gov/ESF10WorkGroup